

Chairperson: Supervisor Patricia Jursik, 278-4231

Committee Clerk: Jodi Mapp, 278-4073

Research Analyst: Rick Ceschin, 278-5003

COMMITTEE ON PERSONNEL

Friday, October 29, 2010 -- 9:00 a.m.
Milwaukee County Courthouse, Room 201-B

MINUTES

PRESENT: Supervisors Borkowski, De Bruin, Rice, Larson, Sanfelippo, and Jursik (Chair)

EXCUSED: Supervisor Schmitt

SCHEDULED ITEMS:

1. 10-22(a) A. From the Interim Director of Human Resources relative to reclassification of existing positions, reallocations of non-represented positions, advancements within the pay range and all revisions to Executive Compensation Positions (ECP). **(Recommendations to be implemented unless Supervisor(s) object.)**

APPEARANCE:

Candace Richards, Interim Director, Human Resources

01:01 Ms. Richards provided a brief overview of the report.

The Committee took no action regarding this item.

- B. From the Interim Director of Human Resources relative to reclassification of existing positions, reallocations of non-represented positions, advancements within the pay range and all revisions to Executive Compensation Positions (ECP). **(Recommendations to be implemented unless Supervisor(s) object.) (09/24/10: Office of the Sheriff positions, six (6) Correctional Officer 1/Stationary Engineers and one (1) Correctional Officer Lieutenant/Stationary Engineer, contained within the Reclassification Section of the Report dated September 24, 2010, were laid over pending further information.)**

APPEARANCE:

Candace Richards, Interim Director, Human Resources

01:53 Ms. Richards stated that the Sheriff's Department provided the Committee with the additional information requested at the September meeting cycle.

SCHEDULED ITEMS:

MOTION BY:(Borkowski) Approve. 6-0

AYES: Borkowski, De Bruin, Rice, Larson, Sanfelippo,
and Jursik (Chair) – 6

NOES: 0

2. 10-23(a) A. From the Interim Director of Human Resources relative to appointments at an advanced step of the pay range.
(INFORMATIONAL ONLY)

APPEARANCE:

Candace Richards, Interim Director, Human Resources

00:24 Ms. Richards provided a brief overview of the report.

The Committee took no action regarding this informational report.

- B. From the Interim Director of Human Resources relative to appointments at an advanced step of the pay range.
(INFORMATIONAL ONLY) (09/24/10: Report from BHD.)

APPEARANCES:

Candace Richards, Interim Director, Human Resources

Geri Lyday, Interim Director, Department of Health and Human Services

02:44 Supervisor Borkowski requested that the Department, with the assistance of Human Resources, review each and every job classification for all physician positions at BHD.

03:25 Ms. Lyday provided the Committee with insight as to why the doctor positions at BHD are generally always appointed at an advanced step of the pay range. Some of the reasons include position changes, experience, and the challenge of recruitment and retention.

24:14 Supervisor De Bruin requested that policy considerations be reflected in the report requested by Supervisor Borkowski.

27:29 Madame Chair directed that the report be produced for the March 2011 meeting cycle.

The Committee took no action regarding this informational report.

3. 10-24(a) From the Interim Director of Human Resources relative to dual employment, temporary assignments to a higher classification, temporary appointments and emergency appointments. **(INFORMATIONAL ONLY)**

SCHEDULED ITEMS:

APPEARANCE:

Candace Richards, Interim Director, Human Resources

00:19 Ms. Richards provided a brief overview of the report.

The Committee took no action regarding this informational report.

4. 10-376 From the Interim Director of Human Resources requesting authorization to extend the Temporary Assignment to a Higher Classification (TAHC) for Ms. Laurie Panella for the position of Chief Information Officer.

APPEARANCES:

Candace Richards, Interim Director, Human Resources

Laurie Panella, Interim Chief Information Officer, IMSD

Committee members provided comments.

MOTION BY:(Borkowski) Approve. 5-0

AYES: Borkowski, De Bruin, Rice, Sanfelippo,
and Jursik (Chair) – 5

NOES: 0

EXCUSED: Larson – 1

5. 10-P-04 From the Interim Director, Department of Health and Human Services, providing an informational report regarding the use of overtime at the Behavioral Health Division. **(Also considered by the Committee on Health and Human Needs.) (INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

APPEARANCES:

Geri Lyday, Interim Director, Department of Health and Human Services

James Kubicek, Director, Crisis Services, BHD, DHHS

01:03 Ms. Lyday described the information, which expands about a ten-year period regarding their overtime and its use and also identifies some of the major causes for overtime. A significant issue to point out regarding this report is that the overtime for 2010 is projected at around \$4.3 million. Overtime is always budgeted. The actual amount of overtime is really the difference between what is budgeted and what is projected as their actual utilization. Overtime has gone down over the last couple of years due to a number of aggressive overtime efforts that BHD has employed. They continue to work on these efforts. She discussed in detail the various initiatives put in place in an effort to reduce overtime costs.

SCHEDULED ITEMS:

- 06:46 Madame Chair indicated there was information requested on this item at agenda setting regarding vacancy, turnover, part-time employees, and temporary employees. She directed that the written report to be submitted to the Committee for the March 2011 meeting cycle (referenced in Item 2B) include this information and all other requests on this item as well.
- 08:54 Supervisor De Bruin requested that the Department also look at and include in the report what is more cost effective for the County, to continue with salary and overtime for the psychiatrists or to raise the overall compensation.

Questions and comments ensued.

The Committee took no action regarding this informational report.

RECOMMENDATIONS RELATIVE TO CLASSIFICATION AND RATES OF PAY FOR CREATION OF POSITIONS IF RECOMMENDED BY THE FINANCE COMMITTEE:

6. 10-379 From the Interim Director, Department of Health Human Services, requesting authorization to abolish one Child Care Program Specialist and create one position of Contract Specialist in the Milwaukee Early Child Care Administration, Division of Early Care and Education. **(Also to the Committee on Finance and Audit, Department of Administrative Services, and Division of Human Resources.)**

APPEARANCES:

Geri Lyday, Interim Director, Department of Health and Human Services
Lynn Wieser, Human Resources Director, State Department on Children and Families

- 00:49 Ms. Lyday stated that this is a request by the State Department on Children and Families. According to the contract, the State does have the ability to review their operations and make recommendations and changes about certain positions that will best meet their needs. These types of requests from the State must come before the Committee on Finance and Audit along with this Committee for approval.
- 03:08 Supervisor De Bruin requested, prior to the full Board meeting, information be provided to the Committee from Human Resources (HR) indicating if the position had gone through HR, they would have recommended the same pay range and classification.

SCHEDULED ITEMS:

MOTION BY:(Borkowski) Approve. 3-3

AYES: Borkowski, Rice, and Larson - 3

NOES: De Bruin, Sanfelippo, and Jursik (Chair) – 3

By virtue of a tie vote, this item will go to the Full Board with no recommendation.

CLOSED SESSION:

The Committee may adjourn into closed session under the provision of Wisconsin Statutes Section 19.85(1)(f), for the purpose of discussing the following matter(s):

7. 10-P-05 From the County Executive, providing an update on an incident of unauthorized usage of personal information in the Division of Employee Benefits. **(INFORMATIONAL ONLY UNLESS OTHERWISE DIRECTED BY THE COMMITTEE)**

APPEARANCES:

Tim Schoewe, Acting Corporation Counsel

David Arena, Director, Employee Benefits, DAS

John Ruggini, Assistant Fiscal and Budget Administrator, DAS

Inspector Richard Schmidt, Office of the Sheriff

00:12 Discussion ensued at length as to what exactly could be addressed in open session and whether there was an actual need to go into closed session.

04:11 Mr. Arena stated the Employees Retirement System (ERS) area, which is part of the Benefits Division, employed a temporary female worker as a contract employee through the Adecco Corporation from July 9, 2009, through July 7, 2010. She was involved in various low-level filing, under the direction of the manager of ERS, that was a result of both the pension conversion project and the conversion from paper files to electronic files. After her work was essentially complete, she was released. Notification was received in October from the Sheriff's Department regarding the possible release of information and the individuals who may have been affected. Full cooperation was given to the Sheriff's Department accordingly. All the individuals, both retirees and active employees, whose information may have been released through this alleged criminal activity were all called. The calls were then followed up with letters.

Questions and comments ensued.

11:53 Supervisor Borkowski requested a report be submitted early next year regarding temporary employees.

SCHEDULED ITEMS:

- 14:51 Supervisor De Bruin requested that the report be a combined review by Corporation Counsel, the Sheriff's Department, and DAS as to the type of temporary employees being used, identify where these temps are assigned within the County, and whether they have access to sensitive information. The report should also include whether there is a process in place that ensures the contracts associated with the temps all have provisions that safeguard and provide the County with protections in these types of situations.

The Committee did not go into Closed Session regarding this item.

The Committee took no action regarding this informational report.

COLLECTIVE BARGAINING (CAUCUS) (CLOSED SESSION):

The Committee may adjourn into closed session under the provisions of Wisconsin Statutes Sections 19.85(1)(c), (g) for the purpose of discussing the following matter(s):

8. 10-P-01 Deliberation, negotiation or re-negotiation of collective bargaining agreements.

APPEARANCES:

Greg Gracz, Director, Department of Labor Relations
Fred Bau, Labor Relations Specialist, Labor Relations
Mark Vetter, Beulow Vetter

MOTION BY:(Borkowski) Adjourn into closed session under the provisions of Wisconsin Statutes, Section 19.85(1)(c), (g), for the purpose of discussing Item #8. At the conclusion of the closed session, the Committee may reconvene in open session to take whatever action(s) it may deem necessary on the aforesaid item. 6-0

AYES: Borkowski, De Bruin, Rice, Larson, Sanfelippo, and Jursik (Chair) – 6

NOES: 0

The Committee convened into closed session at approximately 10:48 a.m. The Committee did not reconvene back into open session.

SCHEDULED ITEMS:

STAFF PRESENT:

Candace Richards, Interim Director, Human Resources, DAS
Geri Lyday, Interim Director, Department of Health and Human Services
Laurie Panella, Interim Chief Information Officer, MSD
James Kubicek, Director, Crisis Services, BHD, DHHS
Tim Schoewe, Acting Corporation Counsel
David Arena, Director, Employee Benefits, DAS
John Ruggini, Assistant Fiscal and Budget Administrator, DAS
Inspector Richard Schmidt, Office of the Sheriff
Greg Gracz, Director, Labor Relations
Fred Bau, Labor Relations Specialist, Labor Relations
Rick Ceschin, Research Analyst, County Board

This meeting was recorded. The foregoing items were not necessarily considered in agenda order. Committee files contain copies of the subject reports, communications, resolutions, and ordinances, which may be reviewed upon request to the Chief Committee Clerk. The official copy of these minutes, along with the audio recording of this meeting, is available in the County Board Committee Services Division.

Length of meeting: 9:08 a.m. to 12:07 p.m.

Adjourned,

Jodi Mapp

Committee Clerk
Committee on Personnel

DEADLINE FOR THE PERSONNEL COMMITTEE:

**The next regular meeting of the Personnel Committee is
Friday, December 10, 2010, @ 9:00 a.m.**

All items for the agenda must be in the Committee Clerk's possession by the morning of the business day on ***Friday, November 26, 2010.***